

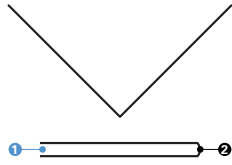


INLINE FOLD CAPABILITIES

PAGE 1 of 2



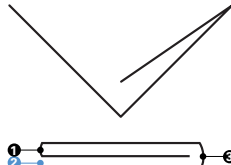
There are many ways that a printed direct mail piece can be folded using inline equipment. Our handy guide showcases many of the ways a piece can be folded inline, including fold options for 2-panel, 3-panel, 4-panel, and 5-panel mail pieces.



Bi-Fold

Max. panel width: 6", 6"

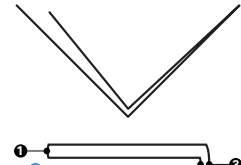
1. **Glue.**
2. Fold in half and seal.



Tri-Fold

Max. panel width: 6", 6", 5.875"

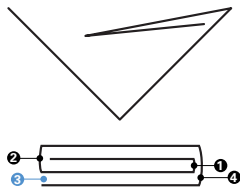
1. Fold one third.
2. **Glue.**
3. Fold in half and seal.



Double Parallel Fold

Max. panel width: 6", 6", 6", 5.5"

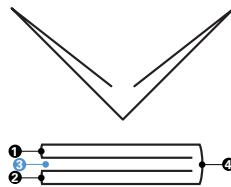
1. Fold in half.
2. **Glue.**
3. Fold in half again and seal. (common fold)



Roll Fold

Maximum panel width: 6", 6", 5.625", 5.5"

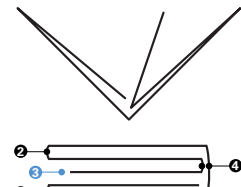
1. Fold one quarter.
2. Fold second quarter.
3. **Glue.**
4. Fold in half and seal.



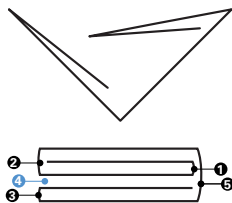
Double Gate Fold

Maximum panel width: 5.875", 6", 6", 5.875"

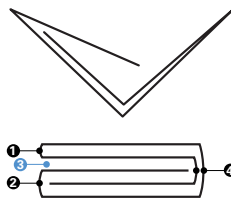
1. Fold one quarter.
2. Fold opposite quarter.
3. **Glue.**
4. Fold in half and seal.



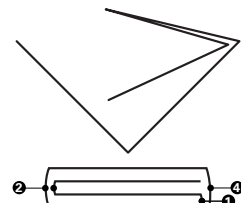
1. Fold one fifth.
2. Fold in half.
3. **Glue.**
4. Fold in half and seal. (common fold)



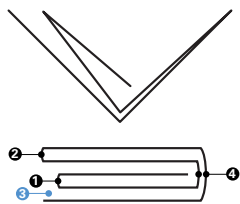
1. Fold one fifth.
2. Fold one fifth again.
3. Fold opposite fifth.
4. **Glue.**
5. Fold in half and seal.



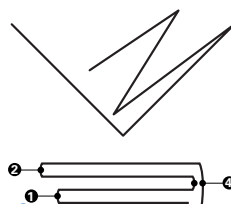
1. Fold two fifths.
2. Fold one third.
3. **Glue.**
4. Fold in half and seal. (common fold)



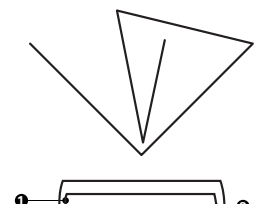
1. Fold two fifths.
2. Fold one third.
3. **Glue.**
4. Fold in half and seal.



1. Fold one fifth.
2. Fold in half.
3. **Glue.**
4. Fold in half again and seal. (common fold)



1. Fold one fifth.
2. Fold in half.
3. **Glue.**
4. Fold in half again and seal. (common fold)

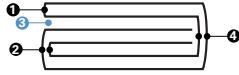
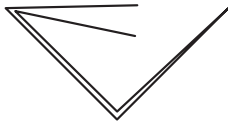


1. Fold one fifth.
2. Fold second fifth.
3. Fold third fifth.
4. **Glue.**
5. Fold in half and seal.

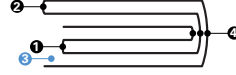


INLINE FOLD CAPABILITIES

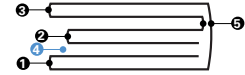
PAGE 2 of 2



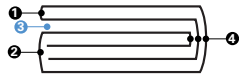
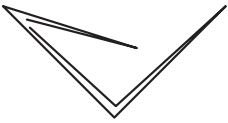
1. Fold in half.
2. Fold one third. (common fold)
3. Glue.
4. Fold in half and seal. (common fold)



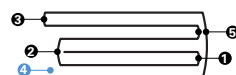
1. Fold one third.
2. Fold second third.
3. Glue.
4. Fold in half and seal. (common fold)



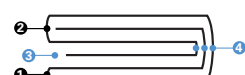
1. Fold one sixth
2. Fold opposite sixth.
3. Fold in half.
4. Glue.
5. Fold in half and seal. (common fold)



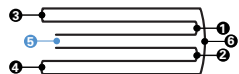
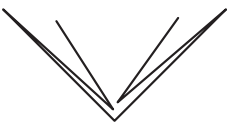
1. Fold one third.
2. Fold second third.
3. Glue.
4. Fold in half and seal. (common fold)



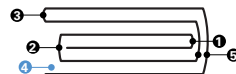
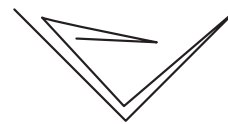
1. Fold one sixth.
2. Fold second sixth.
3. Fold in half.
4. Glue.
5. Fold in half again and seal. (common fold)



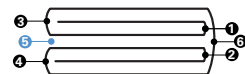
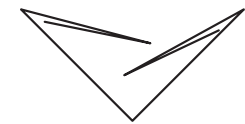
1. Fold one third.
2. Fold second third.
3. Glue.
4. Fold in half again and seal. (common fold)



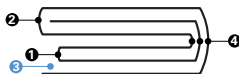
1. Fold one sixth.
2. Fold opposite sixth.
3. Fold one quarter.
4. Fold opposite quarter.
5. Glue.
6. Fold in half and seal.



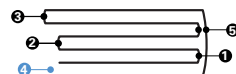
1. Fold one sixth.
2. Fold second sixth.
3. Fold in half.
4. Glue.
5. Fold in half again and seal. (common fold)



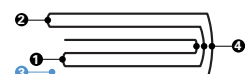
1. Fold one sixth.
2. Fold opposite sixth.
3. Fold one quarter.
4. Fold opposite quarter.
5. Glue.
6. Fold in half and seal.



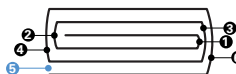
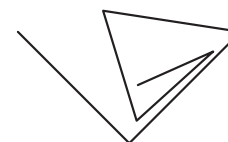
1. Fold one third.
2. Fold second third.
3. Glue.
4. Fold in half and seal. (common fold)



1. Fold one sixth.
2. Fold second sixth.
3. Fold in half.
4. Glue.
5. Fold in half again and seal. (common fold)



1. Fold one third.
2. Fold in half.
3. Glue.
4. Fold in half again and seal. (common fold)



1. Fold one sixth.
2. Fold second sixth.
3. Fold third sixth.
4. Fold fourth sixth.
5. Glue.
6. Fold in half and seal.